

Airport Advisory Board Meeting (Monday, October 28, 2019)

Generated by Allison Swint on Monday, October 28, 2019

Members present

James Alexander, Ted Klapka, Carrie Kelly, Albert Babcock, Robert Zaorski

Meeting called to order at 6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. COMMITTEE REPORTS

Information: 1. Chairman/Vice Chairman reports

Information: 2. PW&T Report

Information: 3. FBO Report

Discussion: 4. Airport Rules Subcommittee

Discussion: 5. 50th Airport Anniversary Subcommittee

D. OLD BUSINESS

Action: 1. Approval of September 23, 2019 Meeting Minutes and Action Items
Vote to approve September 23, 2019 meeting minutes and action items

Motion by Ted Klapka, second by Albert Babcock.

Final Resolution: Motion Carries

Yea: James Alexander, Ted Klapka, Carrie Kelly, Albert Babcock, Robert Zaorski

Discussion: 2. Review/Update Action Item List

E. NEW BUSINESS

F. PUBLIC COMMENT

G. ADJOURN

**St. Mary's County Regional Airport
Airport Advisory Board Meeting
28 October 2019 Minutes**



The Airport Advisory Board held a regular meeting on 28 October at 6pm at the Airport Terminal Building.

The following Airport Advisory Board members were present. Jim Alexander (Chair), Ted Klapka (Secretary), Albert Babcock, Carrie Kelly, and Bob Zaorski.

Also present was Pat Weaver of the airport businesses and five members of the public.

Jim Alexander requested that members of the airport business community provide updated inputs to him by 2 December so that we could make an on-time submission of the Annual Report in January. Photos are strongly desired. Jim noted that the Department of Economic Development was working to develop an Airport Innovation District Master Plan which would be briefed to the Commissioners on Tuesday. Ted Klapka wondered if the Innovation District Master Plan was harmonized with the existing Airport Overlay and had concerns that development of the northern side of the airport might interfere with the ability to have a new airport terminal should the airport be able to attract airline service after the runway is lengthened.

Jim noted that there will be a Public UAS (Drone) Safety event at the UMD UAS facility on Wednesday 6 November at 5:30pm.

DPW&T Representatives were not present but it was noted that the airport construction is behind schedule. FOD on the taxiways remains a concern and it was noted that should any appear that the Airport Manager should be notified to have it quickly resolved.

Airport Businesses Report: Pat Weaver noted that the "Midfield Hangars" are proceeding well and it is expected that the Atkinson Aviation Maintenance facility will open in December or January. This endeavor brings four business hangars to the area between the General Aviation hangars and the ASEC Hangar.

Airport Rules Subcommittee: The subcommittee expects to have one more meeting to resolve concerns of the airport business community and then expects to present the updated Rules, SOP and Minimum Standards to the full Board for acceptance and transmittal to the Commissioners. Board members should be aware that a November special meeting may be called on the Rules documents. The desire is to present a set of documents that have the support of all stakeholder communities. It was noted that the EAA "Sport Aviation" magazine highlighted the situation in St. Mary's as a positive example.

50th Anniversary Subcommittee noted that they have a Logo for Commissioner review and are developing a full calendar of events commencing in December and continuing throughout the memorial year to commemorate the 50th anniversary. This includes Indoor small UAV event on Jan 11th, an AOPA Rusty Pilot Seminar (Feb 8th), a March Hangar Talk and Movie, and a Fly-in and Open House in October.

The Minutes and Action Items were approved unanimously.

The Board was unanimous in its support of an Airport Courtesy Car and voted to have the Chairman send a letter to the Commissioners expressing that support and requesting the County support acquisition and use of an airport courtesy car.

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Public Comments: It was noted that the Key Fob process to provide access to tenants is now solely in the County's hands. Several expressed concern that the process takes too long, and there needs to be spare or loaner key fobs available to tenants when the situation warrants.

It was noted that the procedure which explicitly permitted flight into Restricted Area 4007 (when operating) was removed from the April 2018 MOU between NAS Patuxent River and the County. Ted Klapka responded that the Board was aware of that shortcoming and that was part of the agenda to discuss with NAS Pax to see if that could be explicitly restored.

Tenants are concerned about the amount of wildlife on the airport and requested that the Board investigate language in the proposed Rules that would provide a method to authorize hunting to cull the animal populations when warranted.

Aircraft owners requested that County provide a Compass Rose to meet FAA compass calibration requirements. Those owners have contacted the Ninety-Nines (the women aviator association) who have a process for compass roses. (Compass Roses are lines painted on the ground to allow alignment and calibration of magnetic compasses). The Board is supportive and requested they provide that information to the Board when available.

The meeting was adjourned at 7:20pm.

The next regularly scheduled meeting of the AAB is 2 December at 6pm at the Airport Terminal Building, however as noted above the Board may hold a special meeting in November if the Rules documents are ready for Board review.

Submitted,

Handwritten signature of Ted Klapka in black ink.

Ted Klapka

Secretary

Approved,

Handwritten signature of Jim Alexander in black ink.

Jim Alexander

Chairman

Attached: Action Item List

St. Mary's County Airport Advisory Board
Action Item List

Current: 10/28/19

Action Item #	Status	Open Date	Due Date	Close Date	Originator	Assignee(s)	Action Item	Status/Resolution	Follow-up
6	Open	x/xx/18	3/23/2020		AAC	DPWT	Install runway end windsocks (or streamers)	8/26/19: to be included in ALP update process	
7	Open	x/xx/18	3/23/2020		AAC	DPWT	Relocate Anemometer where it can provide more accurate runway winds (treeline blocks wind from north impacting reported winds on AWOS and aviationweather.gov)	8/26/19: to be included in ALP update process	
8	Open	x/xx/18	1/27/2020		AAC	DPWT	Review Wash Rack compliance with new MDE Regulation regarding runoff contamination; determine if formal mitigation is needed		
9	Open	x/xx/18	2/24/2020			DPWT	Procure ADS-B repeater system to improve safety and SA at 2W6; possibly co-share with KNHK?	Need to discuss with Pax Air Ops. 6/24: Klapka/Swint to meet with Pax and report at Feb 2020 meeting.	
10	Open	x/xx/18	2/24/2020		AAB	DPWT, AAB	Develop strategy to update Master Plan (ALP and associated documents)	6/24/19: To be scheduled and addressed by AAB after Rules, SOP/Min Std are complete.	
13	Open	x/xx/18	2/24/2020			DPWT, NAS Pax	Improve deconfliction between Pax Rwy 14 Approach and 2W6, including AWOS language and updated Chart Supplement (formerly AFD) language	Discussion held with Pax Air Ops 12/3/18. RCO with NAS Pax? 6/24/19: Klapka/Swint to meet with Pax and report at Feb 2020 meeting.	6/24/19: Klapka to provide proposed language. Klapka response that Draft SOP contains proposed language. 6/24/19: Continue to view and status as needed.
15	Open	12/3/2018	1/27/2020		Public	DPWT	Update airport website to be more current and organized		
19	Closed	4/22/2019	12/2/2019	10/28/2019	AAB (Klapka)	AAB	Determine 2020 AAB Meeting schedule and pass information to Dianne Gleissner.	10/11/19: Allison provided dates to Dianne Gleissner per her request.	Provide Dates to AAB members.
20	Open	6/24/2019	10/22/2019		AAB (Alexander)	DPWT	Investigate Courtesy Car for airport visitors	~ 6/12/19: Swint queried County Attorney; 7/9: County answer was no but DPWT suggested requesting direct to CSMC.	AAB submit request to CSMC. Investigate donor car. AAB Letter to CSMC.
21	Open	12/3/2018	12/2/2019		AAB (Alexander)	AAB	Complete proposed update to Rules/SOP/Min Std and pass to CSMC	8/26/19: Discussion held with entire AAB. Rules Subcommittee to update.	
22	Open	8/26/2019	12/2/2019		AAB (Kelly)	AAB	Provide inputs to AAB Chair for airport Annual Report 2019	Vote during January meeting	
23	Open	9/23/2019	1/27/2020		AAB (Klapka)	DPWT	procedures to use MD50 and NAS as divert fields when 2W6's Runway is fouled.		
24	Open	10/28/2019	1/27/2020		Public	Public	Explore Compass Rose. Obtain info from The 99s.	Bob Hansen to provide info from 99s at January meeting	